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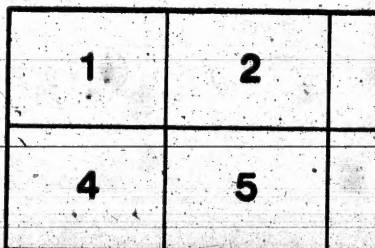
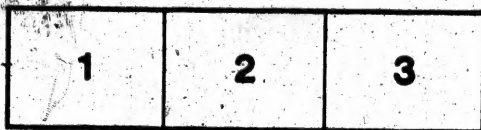
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BYE-LAWS
OF THE
LOYAL BRITISH NORTH AMERICA
LODGE,
OF THE
INDEPENDENT ORDER
OF
ODD FELLOWS,

Manchester Unity.



MONTREAL:
PRINTED BY STARKE AND CO.

1846.

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BYE-LAWS
OF
THE LOYAL BRITISH NORTH AMERICA
LODGE
OF
THE INDEPENDENT ORDER
OF
ODD FELLOWS,
MANCHESTER UNITY.



MONTREAL:
PRINTED BY STARKE AND CO.
1846.

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BYE-LAWS

OF THE

LOYAL BRITISH NORTH AMERICA LODGE.

1.—THE Lodge shall meet every alternate Wednesday, at half-past Seven o'clock, when the Secretary shall read over the Officers' names. Every elective Officer absent at that time will be fined one shilling, and every minor Officer sixpence, unless a satisfactory apology be given.

2.—Special Meetings of the Lodge may be held at any other time, when summoned by the N. G.; provided always, that not less than twenty-four hours' notice of the time and object thereof be given by the Secretary, by means of a written or printed Circular to every Brother of the Lodge residing within the boundaries of the City. No business other than such as may have been stated in the notice, shall be discussed at any such Special Meeting.

3.—The election of N. G., V. G., Secretary, and minor Officers, shall take place on the Lodge night nearest to the 19th of May and 19th of November, in each year.

DUTY OF OFFICERS.

4.—It shall be the duty of the N. G. to preside at all regular and special Meetings of the Lodge; to enforce due observance of the laws; see that all the Officers of the Lodge, and members of Committees, perform their respective duties; take care that all fines be punctually charged in the books by the Secretary; summon Special Meetings, when he may consider it necessary; appoint all inferior Officers (except the supporters to the V. G.); ascertain and announce to the Lodge the result of all votes; give the casting vote, when necessary; ascertain and announce to the Lodge the amount of receipts, previous to closing the same; sign all orders on the Treasurer, in conjunction with the Secretary; and perform all other duties appertaining to his office.

5.—It shall be the duty of the V. G. to assist the N. G. while presiding in the Lodge; to take charge of the Lodge, in the absence of the N. G.; appoint his own supporters; act as Chairman of the Committee of Enquiry on the character of proposed Members, and to perform such other duties as are required of his office.

6.—It shall be the duty of the SECRETARY to keep the books of the Lodge; to keep a just and true account between the Lodge and the Members; notify all Brothers in writing the week before they become

liable to suspension for arrears ; give notice in writing to every Brother who may be fined, within two calendar months from the date of infliction, or for each neglect be fined three-pence (all Brothers notified for arrears to pay two-pence for each summons); enter carefully Brothers' places of residence, after receiving the same in writing, or be fined sixpence ; keep carefully and in good order all books, papers, and other properties belonging to his office ; fill up all certificates, clearances, and cards, granted by the Lodge ; furnish to the N. G. and Inside Tyler every Lodge night a list of suspended Members ; also furnish the Lodge Surgeon every three months with a list of clear and suspended Brothers,—for each neglect be fined three-pence ; have his books written up, and a statement of the affairs of the Lodge made out for the Auditing Committee ; deliver up in good order all books, papers, and other properties belonging to the Lodge, to his successor ; and to perform all such other duties, appertaining to his office, as may be required of him by the Lodge.

7.—It shall be the duty of the RECORDING SECRETARY to keep an accurate record of the proceedings of the Lodge ; to deliver the Register Schedules to the newly initiated Members, and when they are correctly returned to him to insert the same in the Registry Book, with the amount of cash received ; take

charge of all the saleable property of the Lodge ; keep a true account of the same against Members ; balance his books every lodge night, and deliver over to the Secretary, at half-past nine o'clock, all monies he may have received ; write, and duly despatch, all communications and circular notices ordered by the N. G. or the Lodge ; he shall carefully keep in good order all books, papers, goods, and properties belonging to his office, and deliver them in like good order to his successor ; and perform all other duties appertaining to his office, that may be required of him by the N. G., or by the Lodge.

8.—It shall be the duty of the TREASURER to attend every Lodge night, (or find a substitute, for whom he shall be responsible,) and receive all collections from the Secretary ; disburse the necessary payments, under an order or orders signed by the N. G. and Secretary ; keep correct accounts of all monies coming into his hands, and paid by him ; have the books written up, and make out a true and correct statement of the receipts and disbursements of the Lodge, with vouchers for the Auditors ; and to deliver up, when called upon, all monies, bonds, papers, books, and other properties of the Lodge which may be in his possession, to his successor, or to any Brother or Brothers appointed by the Lodge to receive them. Prior to his installation into office he shall

give, with one or two securities, to be approved of by the Lodge, a Bond to the N. G., to the amount of twenty-five pounds, Currency, for his intromissions.

9.—It shall be the duty of the **WARDEN** to keep the regalia; place out the same for the use of the Officers, before the opening of the Lodge, and at its close collect and put away the same in a careful manner; to place the chairs, benches, tables, desks, &c., in their proper places; keep the key of the dispensation chest; open the same at the opening of the Lodge, and lock it at the close thereof; and perform all such other duties as are prescribed, in the charge of his office.

10.—It shall be the duty of the **INSIDE TYLER** to keep the door of the Lodge; to allow no Brother to go out or come in during discussion or harmony; to admit no person not having the sign and pass-word, nor any Brother who is in arrears, unless he comes for the purpose of paying said arrears, without the consent of the N. G.; for each neglect he shall be fined two shillings and sixpence; he shall in no case leave his post at the door, (without procuring a substitute,) nor suffer a stranger to enter during Lodge hours, or for each offence he shall be fined £1.

11.—It shall be the duty of the **OUTSIDE TYLER** to assist the Warden in placing and re-placing the regalia of the Officers, the books, desks, benches,

chairs, &c., both before and after each meeting of the Lodge. He shall receive one shilling and three-pence for each night he is in attendance, and be fined one shilling and three-pence for each night he is absent, unless he finds a substitute, or sends a satisfactory apology.

12.—It shall be the duty of the SURGEON to examine and grant Certificates to applicants for admission into the Lodge, who are in a sound state of health; attend and administer medicine to every sick Brother, when requested, provided he is clear upon the books, and resides within the City boundaries; fill up the printed form or schedule with the name of each sick Brother, his age, disease, occupation, the number of days he is sick, as also the Mortality List, in order that the same may be sent every quarter, along with the District Accounts, to the C. S. of the District. He shall be paid out of the "General Contribution Fund."

13.—The Lodge shall appoint two Trustees, who, along with the Treasurer, deposit all monies belonging to the Lodge in one or other of the Banks in the City (to be chosen by the Lodge), with the exception of five pounds, which may remain in the Treasurer's hands, to meet contingent expenses; and the Trustees, along with the Treasurer, may withdraw the same, or any part thereof (when requested

so to do by the Lodge), with a check signed by the N. G., Treasurer, and Trustees, and with the Seal of the Lodge affixed thereto.

14.—The Lodge shall appoint two Trustees, on the first Lodge night in May and November, who shall examine and audit the books and half-yearly statement, and inspect and report upon all the accounts of the Lodge.

ADMISSION OF MEMBERS.

15.—The Lodge shall appoint a Committee, consisting of five Brothers, along with the V. G., who shall act as Chairman, which Committee shall meet on Friday immediately after every Lodge night, for the purpose of enquiring into the character of persons proposed to become Members, at which meeting the proposer and seconder shall attend to give all necessary information regarding the Candidates; and of the parties neglecting to attend shall be fined sixpence.

16.—Every Candidate for admission must be a man eighteen and under forty years of age, (except in the case of Honorary Members) of good moral character and rectitude of habits, and must produce a certificate from the Surgeon of the Lodge, that he is free from all disease; such certificate not to be admissa-

ble if not presented within twenty-one days from the date thereof.

The following shall be the scale of Initiation:—

	£.	s.	d.
Under 35 years of age,	1	5	0
Above 35 and under 36.....	1	13	0
“ 36 “ 37.....	2	8	0
“ 37 “ 38.....	3	4	0
“ 38 “ 39.....	4	2	0
“ 39 “ 40.....	5	5	0

17.—That any Member of a Lodge, which is beyond the distance of five miles, wishing to throw his card or clearance into this Lodge, before he be admitted must produce a certificate of sound health from the Surgeon of the Lodge; but if he be a Member of a Lodge which is within the distance of five miles, he must pass the Committee of Enquiry, produce a certificate from the Lodge Surgeon that he is free from all bodily disease, and be only admitted by a vote of the Lodge.

CONTRIBUTIONS AND ARREARS.

18.—That every Brother (except Honorary Members) shall pay the sum of one shilling and sixpence, fortnightly, which shall include the Sick and Mortality gift, Doctor's fee, Medicine, Widows' and Orphans' contribution, District and Incidental expenses.

19.—Any Brother allowing his contributions to exceed the sum of ten shillings and sixpence, or neglecting to pay for any goods he may receive, within fourteen weeks after delivery of the same, or to pay any fine within fourteen weeks from the date of infraction, after receiving due notice of the same, shall be suspended, and not allowed to visit his own or any other Lodge until he complies, and shall not be entitled to any of the benefits of the Lodge until the expiry of fourteen weeks from the date he complies.

20.—No Fine when recorded shall in any case be mitigated or rescinded, except by the majority of a Committee of the whole Lodge, and the fine must be paid before any Appeal can be made.

SICK AND FUNERAL GIFT.

21.—That any Brother, on being by disease or bodily hurt six successive days unable to follow regular employment, shall receive, on application to the N. G. or Secretary, a Sick Gift of Fifteen shillings per week, and for any number of days less than a week in the same proportion.

22.—That any Brother declaring off the funds of the Lodge, must give notice to the N. G. or Secretary before commencing his employment, or be subject to a fine of two shillings and sixpence.

23.—That if any Brother, being sick, employ a Physician or Surgeon not provided by the Lodge, then the Lodge Surgeon shall visit such sick Brother once a week, and certify to the Lodge when such Brother is capable of following his lawful employment.

24.—That a Visiting Committee of three members be appointed, as they come in rotation on the books, who shall visit sick Brothers at least once a week, or be fined three-pence for each neglect, to continue in office for three months.

25.—That any Brother receiving the sick gift of the Lodge, who shall be out of his dwelling after nine o'clock, P. M., in summer, and five o'clock, P. M., in winter, shall forfeit a week's sick gift, unless he can shew a reasonable cause for his being out.

26.—That after the death of a Brother, his Wife, or those having charge of the Funeral, on applying to the N. G., and satisfying him of the justice of the claim, shall receive an order to draw from the Treasurer the sum of Ten Pounds; and on the death of a Brother's Wife, on applying to the N. G., and satisfying him in like manner, the Brother shall receive the sum of Seven Pounds Ten Shillings. If the Wife, or those having charge of the Funeral, be of unworthy character, or if a Brother die without having any near relatives in the City, the Lodge

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shall take the management of his Funeral, and defray all necessary expenses.

27.—That when a Brother or his Wife die at a distance, the Husband, Widow, Administrator, or Assignee, shall bring or send to the N. G. a proper certificate, signed and sealed by the N. G. of some neighboring Lodge; but if there be none within three miles, then the certificate shall be signed by the Clergyman, Priest, or any Justice of the Peace, in the town or place,—the receipt of which shall be sufficient authority to pay the Funeral Gift, provided the Brother be good on the books of the Lodge.

28.—That if the Widow of a deceased Brother do not marry again, and shall, within three months after the death of her husband, pay one shilling per quarter as long as she lives, Five Pounds will, at her death, be paid to those who may have the charge of her Funeral. The N. G. shall inform her of the same, in writing, within one week after the death of her husband, or be fined five shillings for such neglect.

CONDUCT IN LODGE.

29.—That all Members shall provide themselves with Regalia, same pattern as those chosen by the Lodge, and shall wear the same while in Lodge, or be fined three-pence.

30.—That any Brother coming into the Lodge, in a state of inebriety, shall, for the first offence, be fined five shillings; for the second, ten shillings, and for the third be reported to the District Committee, and shall suffer such punishment as they think fit.

31.—No smoking nor intoxicating drinks allowed in the Lodge, nor reading of books, newspapers, &c., except for reference and illustration of any subject under the notice of the Lodge.

32.—Motions of importance must be in writing, and given in on one Lodge night, and read by the N. G. the next Lodge night, previous to discussion.

33.—No Brother shall be allowed to ask a question, nor any Brother, when asked, reply, except through the N. G., or in each case he shall be fined sixpence, nor speak more than twice in one night on the same subject, except he be allowed by the N. G., or be fined sixpence; and any Brother not standing up when addressing the N. G., or not addressing the Officers by their proper titles, shall be fined three-pence, for each offence.

CONDUCT OUT OF LODGE.

34.—That if any Brother be guilty of fraud, or any other disgraceful crime, or follow any evil, wicked or

notorious practice, contrary to Law, or use any unlawful means of procuring a livelihood, if proof be made thereof, he shall be expelled, or suffer such other punishment as a Committee of the Lodge or District may think fit.

35.—That if any Brother divulge a Brother's name who votes against a person becoming an Independent Odd Fellow; or make use of the discussions used in Lodge or Committee, so as to cause disturbance or angry feeling between Brothers; or make known any business brought before the Lodge or Committee to any person not belonging to the Order shall, in each case, be fined; for the first offence, five shillings; for the second, ten shillings, and for the third, suffer such punishment as a Committee of the Lodge or District may think proper.

REMOVAL.

36.—That if any Brother remove his residence, he must give to the Secretary a written notice, in which shall be stated the place of residence to which he is removed, within one month after removal; and new initiated Members must give in the same, within two Lodge nights after their initiation, or they shall be fined sixpence.

LECTURES AND DEGREES.

37.—The N. G. shall hold a Lecture on the last Tuesday of every month, at which the P. G., V. G. and Secretary, shall attend and assist. Brothers may receive the first, or White Degree, on the first Lecture night after having paid the whole of their initiation money; in three months after they may receive the second, or Blue Degree, and the remaining degrees in the same rotation, provided they give notice on a regular Lodge night, but in all cases they must be able to give the signs and pass-words of the Degree or Degrees they have already taken, or otherwise they will not be entitled to receive another Degree until they can do so.

38.—That if any Brother neglect to take his Degree on the first Lecture night after he has claimed the same, he shall be fined three-pence, and any Brother claiming a Degree to which he is not entitled, shall be fined five shillings.

WIDOWS AND ORPHANS.

39.—That each married Brother shall pay one shilling for his Wife, and six-pence for each child under twelve years of age, as entry money, to the Widows' and Orphans' Fund; he shall also give notice of

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every birth or death, within one month after such occurrence, to the Secretary, who shall enter the same in the Registry Book.

40.—That any unmarried Brother may enregister either his Father or Mother, by paying one shilling entry money, who shall, after his death, receive the same allowance as the Widow of a deceased Brother.

41.—That if any Brother neglect to return the Register Schedule within fourteen days from the date of receiving the same, or neglect to give notice in writing of any addition to his family, the Lodge will not be responsible or liable for the loss of Funeral or other Benefits occasioned by the omission of, or any mis-statement in the same.

42.—No alteration in any of these Bye-Laws can take place except by a majority of the half-yearly Committee meeting. Notice of any proposed alteration or addition must be made in writing, to the N. G., and read by him, publicly, at least two Lodge nights before the meeting at which they are to be considered.

43.—That these Bye-Laws be Printed, and that every newly Initiated Brother shall purchase a Copy, as also a copy of the General Laws of the Order, on the night of his initiation.

FORM OF PROPOSITION.

*Loyal British North America Lodge, No. 3791, of the
I. O. O. F., Manchester Unity.*

Brother
this Lodge,
residing
by Brother

proposes for Membership to
, aged , occupation
, (Married or Single,) seconded

Reference,

FORM OF SICK DECLARATION.

Montreal,

18 .

*To the W. M. or Secretary of the Loyal British North
America Lodge.*

I, Brother of the above Lodge,
have been indisposed, and unable to follow my daily em-
ployment for

Yours in Friendship, Love, and Truth,

Name.

Residence,

**FORM OF SURGEON'S CERTIFICATE,
FOR BROTHERS RESIDING IN THE COUNTRY.**

I hereby certify that I have this day examined A.
B. , and find him suffering under
He is unable to follow his usual employment.

C. D., Surgeon.

E. F., Justice of the Peace.

Or G. H., Minister or Priest.

FORM OF DECLARATION OFF THE FUNDS.

*To the N. G. or Secretary of the Loyal British North
America Lodge.*

Montreal, 18 . .

I, , a Brother of the above Lodge,
having recovered from indisposition, and being able to fol-
low my usual employment, do hereby declare off the Sick
Funds of the Lodge.

Yours, in Friendship, Love, and Truth,

Name.

Residence,

FORM OF APPLICATION FOR FUNERAL G

*To the N. G. or Secretary of the Loyal British North
America Lodge.*

Montreal, 18 . .

I have to inform you that Brother , or

, Wife of Brother
 , of
 Residence,

, Died on
 Name.

FORM OF CERTIFICATE OF THE DEATH
OF A BROTHER, OR BROTHER'S WIFE, RESIDING IN THE COUNTRY.

This is to Certify, that _____ died on
 of

(Seal of the Lodge.)

N. G.
 Justice of the Peace.
 Minister or Priest.

A. W. LAIRD, P. G.
 JOHN LAMBERT, N. G.
 JAMES SINCLAIR, V. G.

ROBERT R. SMILEY, Secretary.
 WILLIAM MALSBERG, Treasurer.
 F. C. T. ARNOLDE, M. D., Surgeon.



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